

Qualities to Look For When Hiring Workers

Different qualities are important to different people. Here are a few you might consider:

- **Punctual** – being on time
- **Dependable** – being on time consistently
- **Helpful** – willing to do things you request
- **Goal oriented** – wanting to get things done
- **Honest** – someone you can trust
- **Clean and neat** – keeps things picked up and sanitary
- **Takes direction** – not argumentative; open to your way of doing things
- **Communicative** – easy to talk with
- **Flexible** – can respond to realistic circumstances and changes
- **Patient** – doesn't get bothered if things take longer than expected

It will be difficult to find a person who possesses all these qualities, so think about which are most important to you.



Referral & Workforce
Resource Center

Your Future is Our Priority

1-800-970-5456

Qualities to Look For When Hiring Workers

Different qualities are important to different people. Here are a few you might consider:

- **Punctual** – being on time
- **Dependable** – being on time consistently
- **Helpful** – willing to do things you request
- **Goal oriented** – wanting to get things done
- **Honest** – someone you can trust
- **Clean and neat** – keeps things picked up and sanitary
- **Takes direction** – not argumentative; open to your way of doing things
- **Communicative** – easy to talk with
- **Flexible** – can respond to realistic circumstances and changes
- **Patient** – doesn't get bothered if things take longer than expected

It will be difficult to find a person who possesses all these qualities, so think about which are most important to you.



Referral & Workforce
Resource Center

Your Future is Our Priority

1-800-970-5456